

Trustees of Lunenburg Public Library Meeting
November 17, 2011

Attending: Noelle Bodkin, Lisa Krowitz, Richard Mailloux, Kathy Murray, Jeanne Raboin, Amy Sadkin, Len Smetana

Absent: JM

No Public Comment

New Business:

1. Secretary's Minutes: Motion made by LS to approve secretary's minutes as amended, seconded by LK; approved unanimously.
2. Director's Report:
 - a. Budget is on track
 - b. Circulation: Amy added FY09 data since it was available.
 - c. Library Program Spreadsheet for November 2011 was presented. This allows Trustees to see the programs, numbers per month and attendance per program, along with forthcoming programs.
 - d. Library Account Balances 2011: gift account is not currently being added to; two more state aid checks coming; Public Libraries fund: given by state for getting grants; all purpose trust funds – legacies, some 100yrs.+. The three breakdowns underneath reflect the All Purpose Trust Funds total, unrestricted funds have been used for ALA for Amy and staff. Be aware that the town takes the interest on the other funds. State Aid has been used for software expenditures, Library Insight, CW Mars, etc.
 - e. Staff Update: Staff meeting to discuss Evergreen software delayed to January 2012; other topics discussed were lending policies, Freegal, Wii games, etc.

Karen is researching an early literacy station (AWE): stand-alone =computer station, about \$1000.

Jennifer is investigating different eReaders; Patty attended a cataloging discussion and with the help of other staff will be changing current catalog entries to get ready for new system. Amy attended the MLS Annual Meeting: topics included promoting libraries, how to keep the current numbers/patrons once the economy recovers. CWMars upgraded their email server.

- f. Facilities: The new clock for the Main Hall arrived.
- g. Technology: Jen worked with Beth from Town's IT department and CWMars to install new computers – all is working well. Jen is also working on ways to make the login process the same system-wide in an effort to avoid patron confusion.
- h. Other: Stan Barney would like to collaborate with LPL to provide a database of Lunenburg Cemetery gravestone photographs on one of the public computers. Amy to meet with Capital Planning Committee at the library on November 21, 2011.

Special Town Meeting: December 5 at 7 pm.

3. Discussion of preliminary FY 2013 budget is tabled until December's meeting.
4. Friends: Motion made and passed to open Main Hall for the Cultural Horizons event on Sunday, Feb. 12, 2012.
5. Motion made by KM, seconded by NB and passed unanimously to change meeting times to 6:45 pm starting December 15, 2011.

Old Business:

1. Director's request: PLA Conference, March 2012: Motion made and passed unanimously to grant AS up to \$1500 to attend the PLA Conference in Philadelphia PA, March 2012.
2. Lending Policy: no decision yet; discussion surrounding the Fitchburg PL certification; at the moment Trustees of LPL will take no action.
3. Motion made by KM, seconded by LS and passed unanimously to accept Executive Session minutes as amended.

Motion made by KM, seconded by LS, and passed unanimously to adjourn at 7:57 pm.

Next meeting December 15 at 6:45 pm.

Respectfully submitted,

Jeanne Raboin, Secretary
Trustees of Lunenburg Public Library